

2 DD/S 69-5301

24 NOV 1969

Executive Registry

69-46951

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Support
SUBJECT : Nomination of Mr. Lawrence R. Houston
for the 16th Career Service Awards Program
of the National Civil Service League

1. This memorandum submits for your signature a letter nominating Mr. Lawrence R. Houston for the subject award. The letter from Mr. Mortimer M. Caplin, President of the National Civil Service League, inviting you to submit nominations is attached.
2. The nominating document has been reviewed by Mr. Houston and concurred in by the Director of Security. The closing date for receipt of nominations is 26 November 1969.
3. It is recommended that you sign the letter to Mr. Caplin and the nominating document which is also attached.

W.S. Robert S. Williams

Robert S. Wattles
Director of Personnel

100

Distribution:

○ 4.1 - Addresses

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OP/BSR/ [redacted] JAS (21 November 1969)

69-5302

Executive Registry
69-469519

28 NOV 1969

Mr. Mortimer M. Caplin, President
National Civil Service League
1028 Connecticut Avenue, N. W.
Washington, D. C. 20036

Dear Mort:

Thank you for your letter inviting me to submit nominations for the 16th Annual Career Service Awards of the National Civil Service League.

It is with extreme pleasure that I nominate Mr. Lawrence R. Houston, our General Counsel. The enclosed papers reflect the great responsibilities which Mr. Houston has carried throughout his Federal career and the truly outstanding manner in which he has met the repeated challenges. His contribution to me and my predecessors has been invaluable.

I recommend Mr. Houston without reservation as an individual who personifies every attribute associated with distinguished service.

Sincerely,

/s/ Richard Helms

Richard Helms
Director

Enclosures

OP/BSD/ [redacted] jas (21 Nov 69)
Rewritten:ADD/S:JWC/ms (25 Nov 69)

Distribution:

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Originator: /s/Robert S. Wattles (on orig)
Director of Personnel

Concur:

R. L. Bannerman
Deputy Director
for Support

Approved for Release 2002/06/18 : CIA-RDP84-00313R000300010033-2
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OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy Director for Support 7 D 18, Headquarters	26 Nov	PL
2			
3	Director of Central Intelligence 7 E 12, Headquarters	12/1	W/act
4			
5	Director of Personnel 5 E 56, Headquarters		
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE

Remarks:

When the letter to Mr. Caplin and the nominating document have been signed by the Director, please return the entire package to the Office of Personnel for assembly and distribution. The letter and nominating papers will be hand-carried to the League.

PL

FOLD HERE TO RETURN TO SENDER		
FROM: NAME, ADDRESS AND PHONE NO.		24 NOV 1985
Director of Personnel		
5 E 56, HQ	UNCLASSIFIED	CONFIDENTIAL
		SECRET

Pls reattach to FDC/BSD copy
after DCI's signature.